

Minutes of the Resources Committee Meeting held on 19 July 2023
at 7.30pm at the Parish Office

Present: Cllrs A Chapman, G Chapman, N Orange and P Sutton

In attendance: M Harper (Clerk)

3/24.34 Apologies for absence

Cllr Berlyn

23/24.35 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

23/24.36 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no members of the public

23/24.37 To approve Minutes of the Resources Committee meeting held 28 June 2023

RESOLVED: the minutes of the Resources Committee meeting held on 28 June 2023 be approved and signed as a true record

23/24.38 Actions from the Minutes

The actions were noted

23/24.39 To receive financial report

23/24.39.1 Receipts

The Parish Council receipts from 29 June to 19 July 2023 were noted

The Danbury Leisure Centre receipts from 29 June to 19 July 2023 were noted

23/24.39.2 RESOLVED: that the Parish Council invoices and direct debits from 29 June to 19 July 2023 be approved, proposed by Cllr A Chapman and seconded by Cllr Sutton, all agreed

23/24.39.3 RESOLVED: that the Danbury Leisure Centre invoices and direct debits from 29 June to 19 July 2023 be approved, proposed by Cllr Sutton and seconded by Cllr G Chapman, all agreed

23/24.39.4 Reconciliation

RESOLVED: that the bank reconciliations from June 2023 be approved, proposed by Cllr G Chapman and seconded by Cllr Sutton, all agreed

23/24.39.5 Budget sheets / Earmarked Reserves

The Earmarked Reserves and the Budget Sheets with income and expenditure to 31 March 2024 were noted

23/24.39.6 Transfer of monies

Nothing to report

23/24.39.7 Debtors more than 3 months

Nothing to report

23/24.39.8 On Line Banking

It was noted that the changing of signatures is in process

23/24.39.9 July and August payments

RESOLVED that additional payments due to be made by the end of July and August 2023 will be circulated and approved by the Resources Committee by email and ratified at the September meeting, proposed by Cllr A Chapman and seconded by Cllr G Chapman, all agreed

23/24.40 Request from Environment Committee

RESOLVED: that the request from the Environment Committee request an additional £500.00 for The Conservation Volunteers to clear the thistles and carry out some works and £500.00 for improvements to the deer/rabbit fencing be granted to them in order for works to be carried out on the Community Woodland, proposed by Cllr Sutton and seconded by Cllr G Chapman, all agreed

23/24.41 Community Communication and Danbury Times

There were no issues for community communication

23/24.42 Matters for Report (for information only)

There were no matters for report

23/24.43 Dates of next meeting

Wednesday 20 September 2023 to be held at 7.30pm

23/24.44 Exclusion of Press and Public

RESOLVED: that in accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 in view of the personnel nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they are instructed to withdraw, proposed by Cllr A Chapman and seconded by Cllr G Chapman, all agreed

23/24.45 Staffing

23/24.45.01 There were no updates on outstanding legal and regulatory matters

23/24.45.02 Cllr A Chapman updated the Committee on the Clerks Appraisal. The Clerk left the room for this item

23/24.45.03 RESOLVED: that the permanent role of Communication and Events Officer be offered to the current incumbent of the temporary position with effect from 1 August 2023 for 21 hours per week on salary scale point 12

There being no further business the meeting closed at 8.38pm

Chairman

Date